

Virtual Academy Side Letter: PCHS and UTLA-PCHS

A “dual roster” shall be defined as a teacher who has a physical class and a virtual roster during the same period, however, if a unit member has one or more “virtual” full-time periods scheduled during their regular schedule, this definition does not apply.

The final choice of whether or not a teacher has a dual roster shall be solely determined by the unit member, however, this should be with the knowledge that:

1. There is a stipend associated with the dual roster classes - and -
2. Classes of under 25 physical students may have to be closed due to budgetary concerns. Accepting a dual roster class may allow these physical classes to remain open.

Priority for dual rostering in departments will be based on physical class size. Probationary teachers may **request** this opportunity but dual rosters cannot be **mandated** to any unit member by PCHS.

Duties and responsibilities:

I. VA TEACHER RESPONSIBILITIES with Dual Roster Acellus Elective

1. Create the category: Classwork in Schoology
2. Create ONE assignment labeled: Classwork - 100 points
3. Log into their Acellus class each Monday.
4. Transfer the Acellus weighted percentage
5. If the student is behind by two weeks, enter a 0% with the comment “You are behind by two weeks. You should be on lesson _____. Your grade will change once you are on pace”
6. If a student is behind 2 weeks, send Virtual Academy Coordinator an email. They will reach out to students.

II. VA TEACHER RESPONSIBILITIES with Dual Roster Acellus CORE COURSE

1. Create the category: "Classwork" in Schoology
2. Create ONE assignment labeled: "Classwork" - 100 points
3. Create ONE assignment labeled: "Special Lessons"
4. Create an "Assignment Pacing Plan" for the course
5. Log into Schoology weekly and post the new weekly pacing plan prior to Monday morning
6. Log into their Acellus class each Monday
7. Transfer the Acellus weighted percentage
8. If the student is behind by two weeks, enter a 0% with the comment "You are behind by two weeks. You should be on lesson _____. Your grade will change once you are on pace"
9. Grade the written Special Lessons, if assigned, and enter that grade on Schoology when due
10. If students are behind two weeks, send the Virtual Academy Coordinator information to create an intervention communication

III. VA TEACHER RESPONSIBILITIES with Dual Roster UC Scout CORE COURSE

1. Create the categories in Schoology
2. Create assignments from UC Scout
3. Create an Assignment Pacing Plan for the course

4. Log into Schoology each Sunday and post the new weekly pacing plan
5. Log into their UC Scout class each Monday.
6. Grade work submitted and transfer to Schoology
7. If students are behind two weeks, send Virtual Academy Coordinator information to create an intervention communication

Stipend Payment Schedule:

	1-10 students (total)	11-20 students (total)	21-30 students (total)
I - may be different courses	\$300 per semester	\$400 per semester	\$500 per semester
II - one content area only	\$500 per semester	\$700 per semester	\$900 per semester
III - one content area only	\$900 per semester	\$1200 per semester	\$1500 per semester

Virtual Academy teachers who exceed the ratio of 35 to 1 students per Virtual Academy period for their total Virtual Academy assignment, will be paid a stipend commensurate with the above Stipend Payment Schedule.

Virtual Academy Coordinator Stipend, per semester:

Based on the peak number of students within that semester.

1-49 students - \$1500

50-99 students - \$2000

100-149 students - \$2500

150-199 students - \$3000

200 or more students, additional period (no students) and stipend or Assistant Coordinator (period or stipend TBD) and stipend (TBD).

The Virtual Academy Coordinator Stipend will be retroactive to July 30, 2021

All of this language will sunset as of June 30, 2022 EXCEPT for the Virtual Academy Coordinator Stipend however, both parties will continue to meet for negotiations prior to June 30, 2022 in order to finalize language that can be voted on and approved by unit members.

The 35 ADA to 1 FTE ratio which expired after the 2018-2019 school year, but was extended to include the 2021-2022 school year will be revisited for the 2022-2023 school year, but will revert back to 25 ADA to 1 FTE in 2022-2023 absent a new agreement.

This side-letter will be in effect as of January 31, 2022.

Signed,



PCHS Representative



UTLA-PCHS Representative

Date:

1/31/2022

1/31/2022
